

MEETING TITLE: Standards Committee-Phone Conference

DATE: 9-21-04

ATTENDEES: Rick Mockler, Don Sloma, Sherri Bartlett, Jane Wright, Christy Spice, Craig McLaughlin, Linc Weaver, Torney Smith, Janice Adair, Jan Haywood, Nancy Reid, Mary Looker, Joan Brewster, Rita Schmidt

ISSUES	DISCUSSION	DECISIONS	FOR ACTION
Joint work with Finance Committee	The Local Health work is nearing completion and the DOH work will be done by the end of October. Sea King is using an approach very similar to DOH. There may be other uses for this information and it is important to get the results as soon as possible.	Information will be shared prior to the review by the Standards committee, however it should be viewed as preliminary data and should not be widely distributed.	Hold a Joint Finance/Standards Committee meeting to review the numbers in early November.
Update on Tweaking the Standards	The work of the subcommittee is complete. Since then the Environmental Health Directors have requested a review of the measures that apply to EH. Discussions are occurring with the east and west side directors. Changes will further “tweak” the Standards. The current TWEAKED Standards are on the PHIP WEB site under the Standards Committee.	Any changes to the EH Standards should be completed by Oct 29 and will be presented to the Standards Committee.	Torney Smith will attend the joint meeting of the EH Directors. The printing of the Standards booklet will occur after this work in the meantime people will be directed to the PHIP WEB site.
Administrative Capacities	The subcommittee appointed at the 7/29/04 meeting met and used the feed back from the Local Health Field Test to make adjustments to the wording of the measures. There were no suggestions for changes to the Capacity statements. DOH had suggested several areas where separate measures would be appropriate for DOH. These are in the Human Resources and Leadership and Governance Categories.	Committee will receive a final version of the Administrative Capacities at the 10-29-04 meeting.	A DOH group will finalize the DOH Measures.

Contract with MCPP	This contract was approved as a sole source contract and DOH is in the process of negotiating a Statement of Work. It will include 15 trainings, with larger group sizes. Site visits to all LHJ's and the recommended sites in DOH, use of the Administrative Capacities to create a Baseline. The contractors have made suggestions that in order to accomplish all this work; they would like 6 staff from state and local agencies to help them at the time of the site visits. The staff would receive training and would not need to commit more than 15 days over a 5 month time period.	Concept approval to use staff, with specifics to be worked out. DOH will fill in for any shortfall.	DOH and LHJ's will look for agencies that can commit staff.
Proposed Recommendations for PHIP Steering Committee and Plan	Consider adding a recommendation to document: The Standards should be fully funded.	With edits- approved to move forward to Steering Committee on Oct 15. Edited version attached.	Committee members will review this draft and send any comments by Oct. 1.

Next Meeting: October 29,2004